

# COUNTY OF YORK

## MEMORANDUM

**DATE:** February 7, 2001

**TO:** York County Board of Supervisors

**FROM:** James O. McReynolds, County Administrator

**SUBJECT:** York Hall Issues

This is an update to the January 12, 2001 report concerning the status of efforts to implement the recommendations for York Hall use.

### Shared Office Space (Trustees, Yorktown Foundation, Celebrate Yorktown Committee)

The office furniture owned by the Yorktown Foundation has been moved into Room 018 of the basement (see attached floor plan) and keys have been issued to the Chairs of each of the three groups. All three will be holding their regularly scheduled meetings in the East Room, or in this office space if its smaller conference table will suffice. The Department of General Services has secured a price quote of \$1,915 for the security caging needed to create the storage spaces for each group (and the County) in the adjacent room (#016). Delivery and installation of this system should be complete within 4-6 weeks of the order being placed.

### Gift Shop Sampler

A meeting of various interested participants was held on January 16<sup>th</sup>. Representatives of the following were present: Celebrate Yorktown Committee, Watermen's Museum, GinTail Antiques, Period Designs, Yorktown Shoppe, and Nancy Thomas Gallery. All expressed interest in participating in the "sampler" concept. Additional invitees will be: the Victory Center gift shop, the NPS Visitors Center gift shop, and Swan Tavern Antiques. A subcommittee has been formed to identify interior furnishing needs and options (e.g., display cases, brochure racks, maps, decorations). This subcommittee will consult with the architect/interior designer involved in the York Hall renovation project to ensure consistency and compatibility. Once the furnishings recommendations are developed, they will be presented to the Board for consideration.

The previously discussed concept of volunteer staffing was discussed with the prospective participants. All indicated that providing one of their shop workers on a rotating basis would be very difficult to do, since they are already short-staffed. Instead, each recommended that the "sampler" be set up with lockable display cases so that the area could be kept open without staffing. All are willing to consider a monetary (instead of staff) contribution to the County as compensation for the privilege of displaying their merchandise in the "sampler."

### On-the-Hill Occupancy of Gallery

The Department of General Services is continuing to refine its assessment of the condition of the existing On-the-Hill building and is securing estimates of the cost

of the identified repair/renovation needs. In addition, proposals have been received from two firms concerning the appraisal of the On-the-Hill property and the rental value of the Gallery space in York Hall. Staff intends to consult with the President of the Yorktown Arts Foundation to identify which of the two proposals is mutually acceptable. An allocation of \$4,000 will cover the cost of whichever one is selected. Once the appraisals and detailed building assessments are completed, the staff will be in a position to present its recommendations to the Board.

#### Historical Committee Museum

Discussions are continuing with representatives of the Historical Committee concerning both the space in the basement of York Hall and the County-owned property on Cook Road. The Historical Committee is in the process of refining its ideas for use of the York Hall basement space. More information on the Historical Committee's proposals will be forwarded to the Board in the near future.

#### **Recommendation**

I recommend that the Board authorize the expenditure of up to \$6,000 from the Contingency Reserve to cover the cost of the storage cubicles (\$1,915) and the appraisals (\$4,000) discussed above. Sufficient funds are available to cover these expenditures. Adoption of proposed Resolution No. R01-36 will accomplish this.

Carter/3337:jmc

#### Attachments:

- Floor Plan
- Contingency Reserve Summary
- Proposed Resolution R01-36